OAKWOOD COLLEGE ARCHIVES
DATE: Dec File

OAKWOOD JUNIOR COLLEGE

HUNTSVILLE, ALABAMA

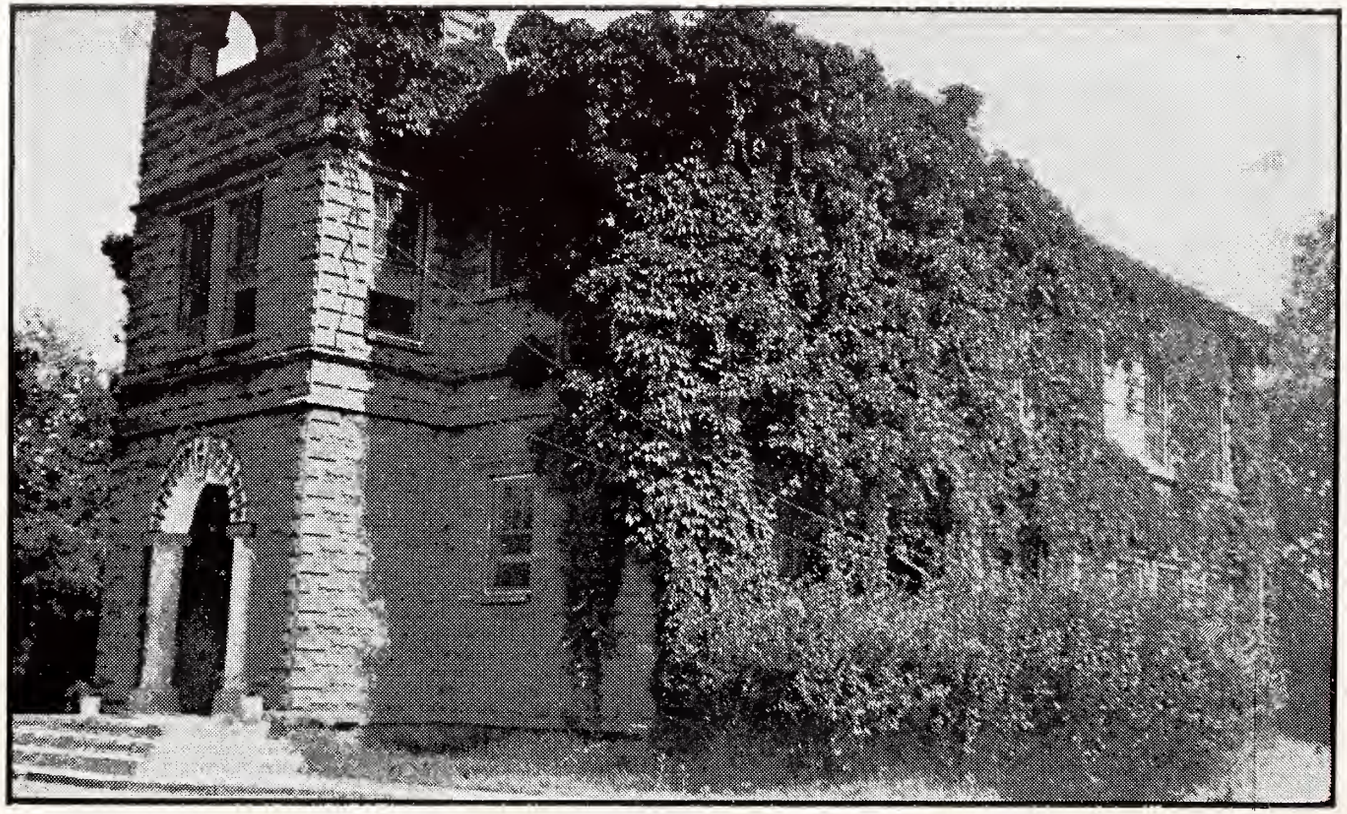
BULLETIN
Fortieth Year

ANNUAL CATALOGUE
1936-1937

THE STUDENT'S AIM

"Students, make your school life as perfect as possible. You will pass over this way but once. You are not only to learn, but to practice the lessons of Christ."—"*Counsels to Teachers.*"

OAKWOOD COLLEGE ARCHIVES
DATE: _____



The Administration Building

OAKWOOD JUNIOR COLLEGE

HUNTSVILLE, ALABAMA

BULLETIN

Fortieth Year

ANNUAL CATALOGUE

1936-1937

THE OAKWOOD PRESS
"Printing that Satisfies"
HUNTSVILLE, ALABAMA

Calendar of Events 1936-1937

FIRST SEMESTER

September 15.....Registration
September 16.....Classes meet for organization
October 27.....Second Period Begins
December 8.....Third Period Begins
December 24 to January 4.....Year End Vacation

SECOND SEMESTER

January 18.....Registration
January 19.....Fourth Period Begins
March 2.....Fifth Period Begins
April 13.....Sixth Period Begins
May 21 Vesper Hour.....Consecration Service
May 22 11: 00 a. m.....Baccalaureate Sermon
May 22 8: 30 p. m.....Class Night Exercises
May 23 11: 00 a. m.....Commencement
May 23 2: 00 p. m.....Alumni Association Banquet
May 24.....School closes

SCHOOL MONTHS

First Month Begins.....September 15, 1936
Second " " .....October 13, 1936
Third " " .....November 10, 1936
Fourth " " .....December 8, 1936
Fifth " " .....January 5, 1937
Sixth " " .....February 2, 1937
Seventh " " .....March 2, 1937
Eighth " " .....March 30, 1937
Ninth " " .....April 26, 1937

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J. L. Moran, *Secretary*

Owen A. Troy

C. E. Mosley

*.....

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Owen A. Troy, *Manager*

Otis B. Edwards, *Principal of the Academy*

Calvin E. Mosley, *Dean of Men*

Julia F. Baugh, *Dean of Women*

Maxine Hamilton, *Registrar*

*To be supplied

The School Family, 1935-36

1936-37

Faculty

James L. Moran, *President*

Calvin E. Mosley, *Bible Department*

Otis B. Edwards, *Bible, Music*

Joseph F. Dent, *Science*

Garland Millet, *Woodwork*

Julia F. Baugh, *Methods*

Nathaniel E. Ashby, *Language, History*

Garland Millet, *Mathematics*

*..... *Hydrotherapy, Nursing, Dietitian*

Louis Johnson, *Printing, Science*

Maxine Hamilton, *Commercial*

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Isaac V. Counsell, *Accountant*

Calvin E. Mosley, *Dean of Men*

Julia F. Baugh, *Dean of Women*

Mrs. Bessie Carter, *Matron*

Mrs. Eugenia I. Cunningham, *Laundry, Store*

*..... *Farm Superintendent*

Louis Johnson, *Printing Superintendent*

Stewart Brantley, *Mechanical Department*

ELEMENTARY SCHOOL

Julia Baugh, *Principal*

Mrs. M. Johnson, *Critic Teacher*

*To be supplied

Foreword

Oakwood Junior College is operated by the Educational Department of the General Conference of Seventh-day Adventists. Its purpose is to supply the twelve million colored people of this country with gospel workers.

History and Location

The School is located in a fertile valley, five miles northwest of Huntsville, Alabama, eight hundred feet above sea level, affording a pleasant view of the city and the surrounding country. Across the valley, eight miles distant, Monte Sano (1700 feet) appears against the eastern sky. The distance from the city is a favorable feature in the location of the institution, it being near enough for mail and other accommodations and at the same time removed from the allurements and temptations of the city.

This site was chosen in 1896 by Elders O. A. Olsen and G. A. Irwin, acting for the General Conference of Seventh-day Adventists. The choice was made after a thorough investigation of many places in this part of the South. The location is a healthful one. The air is generally light and balmy, and there is an unusually large number of sunny days in the year.

The farm on which the School is situated comprises a tract of 896 acres. A beautiful drive leads to the campus around which the eight main buildings of the School are located in a circular form. This spot was formerly covered with giant oaks of a century's growth, but because of decay these are now being gradually replaced with walnut, maple, and other beautiful trees. Flowers and shrubbery, adapted to the climate and well selected for the seasons, form an almost unbroken series of bloom and fragrance.

How to Reach the School

Huntsville is situated at the junction of the Chattanooga and Memphis division of the Southern Railroad, and the Decherd, Elora, Huntsville and Gadsen branch of the Nashville, Chattanooga and St. Louis Railroad. The place is easy of access from all points. Our School being located five miles from the city, it is necessary that students, before leaving home for school, write to us, stating the time they may be expected to arrive at Huntsville.

All incoming students should plan to arrive in the daytime, if possible.

Students reaching Huntsville and failing to find anyone at the station to meet them should call up the School over telephone No.

3802, and a conveyance will be sent. Students should remain at the station where they can be easily found.

Students Wanted

The School is open to worthy persons of both sexes who come for the purpose of doing earnest, faithful work. The School believes in religious liberty, and no religious test is applied. All persons must be of upright moral character and whether students make any profession of religion or not, all will be expected to reverence and respect the word of God and to observe the regulations of the School. Their matriculation is considered by the management as a contract, or agreement, to abide by the regulations and to have their conduct correspond with the spirit of the institution.

Those who have little desire to study, who are careless in their deportment and association, will not be knowingly admitted or retained.

Our application blank requires that students unknown to the institution furnish recommendations of good moral character and sound health.

Applicants should be at least fifteen years of age, and students planning to work a considerable portion of their way, unless very well qualified, should be older.

Married Students

Oakwood has always endeavored to care for a limited number of married students who come to attend school. In so doing the institution has sought to make these couples as comfortable as possible. The number of homes that the School has been able to devote to married students is necessarily very small. Couples who contemplate coming to Oakwood must first correspond with the management.

Those who are accommodated in this way are expected to conform to the general rules that govern other students in regard to conduct, attendance upon services, etc. They will be expected to co-operate with the institution in every way, and any breach of conduct on their part will call for the same discipline that applies to other students.

Pledge

It is distinctly understood that every student who presents himself for admission to the School thereby pledges himself to observe all its regulations, whether printed in the Catalogue or *Student's Manual* or announced by the faculty. If this pledge is broken, it is understood that by such infraction he forfeits his right to membership, and if longer retained, it is only by the forbearance of the board and the faculty. It is also part of the student's contract that he will, to the best of his ability, perform all duties assigned.

General Regulations

Years of experience have proved the wisdom of the following regulations, and all students will be asked to abide by them.

The School exercises its right of full control over any car which a student keeps on the school premises; accordingly all car keys must be deposited in the business office upon arrival.

In no case must a student leave home to attend Oakwood without first making application and having the same accepted. Regular attendance at all school exercises is expected of every student. The student is held responsible to the instructor for absence from class, to the President for absence from chapel exercises, to those in charge for absence from roll call, and to the home management for absence from Sabbath school, church service and worship. Each excuse must be signed by Dean, parent, or guardian. Excuses will be granted for unavoidable absences, such as sickness or work assigned by the head of a department.

Absences and tardinesses in any class to the amount of fifteen per cent will deprive the student of his grades, unless by special action of the classification committee.

Permission for absence from the School must be obtained from the President, who may first require a written statement from parent or guardian.

Students must abstain from disorderly behavior, from unbecoming language, from visiting billiard rooms or gambling places, from the use of tobacco, from card playing, and from having or reading pernicious literature.

Attendance at social gatherings will be permitted only upon approval of the President, and those arranging for such gatherings should previously confer with him. Requests for all such gatherings must be submitted forty-eight hours before the proposed time. The names of those desiring to participate should be submitted except in cases where general permission is given.

Separate strolling grounds are arranged for the boys and for the girls, and permission must be obtained from the Dean by those desiring to pass beyond the limits of these grounds.

A friendly social intercourse between young men and young women in the school activities, in the dining room, and at social gatherings is encouraged; but improper association, such as sentimentalism, flirtation, courtship, and strolling about the campus or elsewhere, cannot be permitted.

Students are urged to write regularly to their home relatives, but other social correspondence is discouraged, since it too often has a detrimental effect on the progress of the student.

Experience has taught us that eating outside the dining room is detrimental to the health of our students; therefore we request that no food other than fresh fruit be sent to them, as they will not be permitted to have such food in their rooms except as provided for in the *Student's Manual*.

Letters should not be placed in packages, provision being made for them in first class mail. All letters and telegrams should be sent in care of the School to insure delivery.

Students attending Oakwood have no use for weapons of any kind, and firearms are not allowed in the building.

No student may receive private lessons or engage in teaching without the permission of the faculty.

Regulations made by the faculty and announced to the students have the same force as those printed in the Catalogue or the *Student's Manual.*

HOME LIFE

Special care is taken to make the home life attractive and efficient in the cultivation of those habits of life and graces of character which distinguish the refined Christian man or woman.

Students living in the home are required to care for their own rooms.

Students must not visit one another's rooms during study hours except in cases of necessity and then only upon permission of the one in charge.

Students are required to attend morning and evening devotional exercises. Promptness and regularity must be observed in the home as well as in school duties. Those in charge of the home will therefore require reasonable excuses for all cases of absence and tardiness.

The school homes are considered private, not public buildings. Those wishing to visit students in the homes will kindly ring the bell and be admitted by the one in charge.

It is not expected that students will absent themselves from the home buildings after dark without permission from the one in charge.

All lights are to be extinguished promptly when the retiring signal is given, and silence must prevail.

No student is expected to leave the campus without proper arrangement with the Dean in charge of the home and the President.

Students are expected to deport themselves in such a way on the Sabbath as will be in harmony with the day and to attend Sabbath

school and public worship. Students are expected to avoid making or receiving calls on the Sabbath.

When necessary, students are permitted to go to town once a week, girls Wednesday, boys Thursdays.

What to Bring

Students should bring work clothes, a pillow, two pillowslips, four towels, two napkins, a table cover, sufficient bedding for one, a laundry bag, and toilet essentials including tooth brush. The School fits up its rooms only with furniture and with mattresses on the beds. Those desiring covering or linen spreads for furniture or rugs for the floor must bring the same with them.

Bedding and Laundry

Each girl must provide herself with three sheets and bedding enough for a single three-foot bed.

Boys must provide themselves each with three sheets and bedding for a regular single bed.

All articles to be sent to the laundry must be plainly marked with indelible ink.

Standards

DRESS

"No education can be complete that does not teach right principles in regard to dress. Without such teaching, the work of education is too often retarded and perverted. Love of dress, and devotion to fashion, are among the teacher's most formidable rivals and most effective hindrances."—"Education," p. 246.

In harmony with the definite instructions given in the "Testimonies," Vol. III, pp. 376 and 379, the wearing of feathers, artificial fruits and flowers is discouraged.

Women's Dress

Young women are required to dress in modest, simple, and healthful attire. V-shaped necks should not be cut lower than two inches below the clavicle and proportionately on the shoulders and back. Sleeves should be worn no shorter than one inch above the inside bend of the elbow, and slits in the sleeves should not come above this point. The skirt should be reasonably full and should reach to at least one-third the distance from the knee-cap to the floor.

For the Sabbath, a uniform is worn. It consists of a solid navy blue or black skirt and tie, white middy blouse.

Dresses made of organdie, georgette, or thin voile require bodice slips. The sleeves must be lined unless the dress has a cape collar.

High heels, such as French or spike heels, etc. should not be worn. Common sense shoes are recommended.

Rubbers, galoshes, raincoat, umbrella, woolen or under hose are needed in cold, rainy or inclement weather.

Our young women are asked to abstain from the use of rouge, lipstick and eyebrow pencil because its use cheapens a young woman in the opinion of people who do things and think thoughts worth while.

Cleanliness, careful diet, regular hours of sleep, exercise at work and out-of-doors are nature's beautifiers.

No jewelry, such as rings, bracelets, and necklaces may be worn.

Dress for all occasions should conform to the preceding standards. These standards of dress are designed to protect our young women from the procession of ever-changing styles that they may be fit representatives of Christian Womanhood.

The hair should be simply dressed, avoiding fads and extremes.

Men's Dress

Young men are expected to dress in an orderly fashion. Such fads in dress as shirts open at the throat, soiled corduroys, extreme cuts in trousers, and freak mustaches must not be followed. While clothing need not be expensive, it should be neat and clean. Rings and showy gold chains are not to be worn.

Men are required to wear suit-coats or sweater-coats at meals, in classes, in the library, and at all exercises in the chapel.

ENTRANCE REQUIREMENTS

A $25.00 deposit must be paid into the school when the application is made. This deposit cannot be used for any other purpose except to pay the ninth school month's expense unless the student is not accepted or withdraws before the close of school.

In order to begin class work the student must pay a registration fee of $5.00 (which includes library fee, matriculation fee, and lecture course fee), an infirmary fee of $3.00, and the first month's expense of $25.00 or $26.00.

This means that each student must have at least $58.00 paid into the business office when he starts classes.

Books must be paid for in cash.

All remittances are to be made to Oakwood Junior College.

General Expense

The general expense for the school year, not including any fees, are as follows:

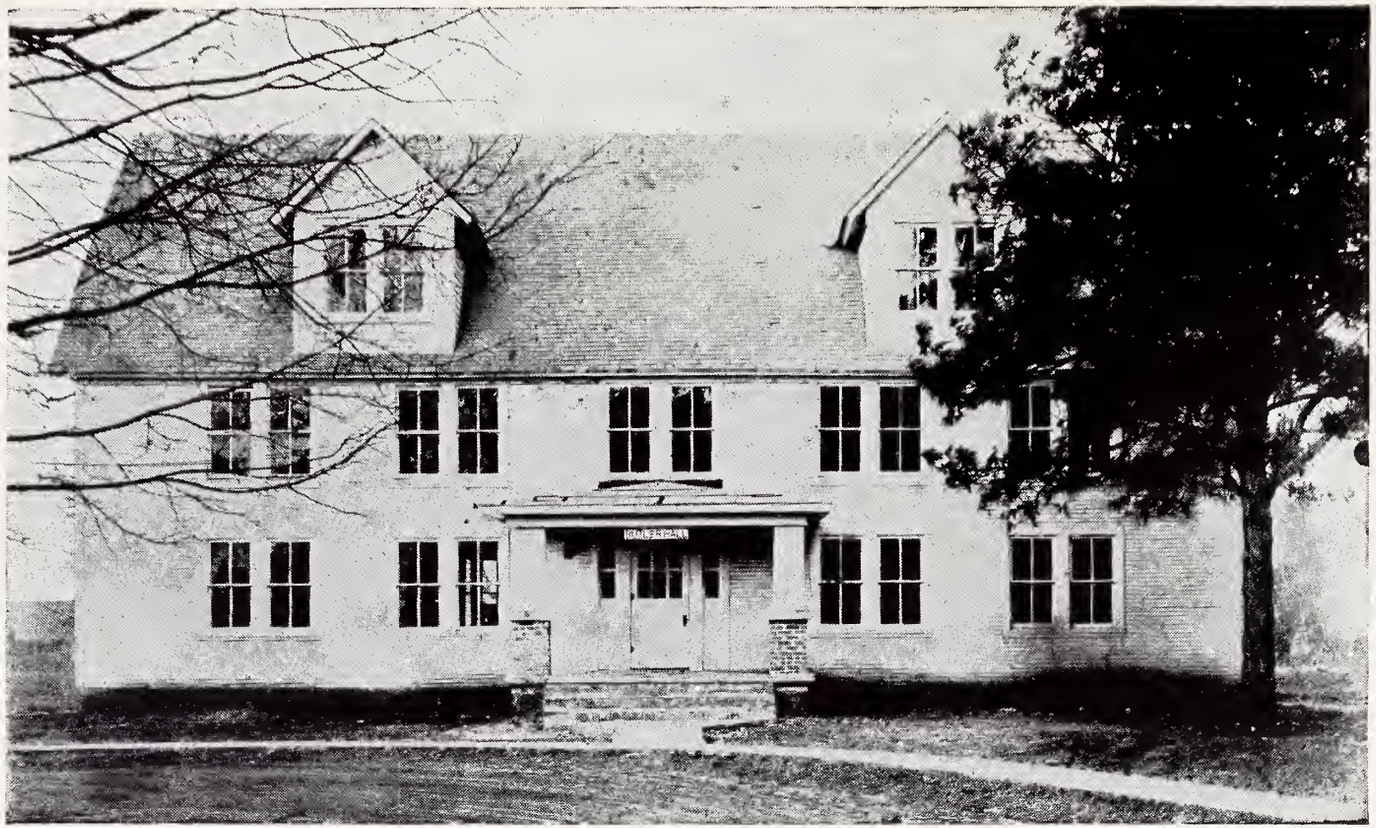
College	$26.00 per month	$234.00 a school year
Academic	25.00 per month	225.00 a school year
Pre-academic	25.00 per month	225.00 a school year

These rates include room, $6.00 per month, regular tuition for the College $6.00 per month, academic, $5.00 per month, (not including special fees), plain laundry $2.00 per month, and board in the dining room, on the cafeteria plan, at a minimum rate of $12.00 per month. Any meals in excess of twelve dollars will be charged to the student at the close of each month. It is definitely understood that there is no rebate on the regular boarding charge of twelve dollars per month unless the student is not at the College for two consecutive weeks, or more.

A student having a mixed program of college and academic will pay the regular rate of the group in which he is taking the major amount of his work.

A special discount will be given when statements are paid within ten days after they have been issued. The discount will amount to $2.00 each month.

Believing in the education of the hand as well as the mind, all



Butler Hall

students will be expected to do at least seven hours of manual labor during each week of the school year. The labor rate will be from eight cents to sixteen cents an hour, the same to be paid young men and women, and not to be based upon the nature of the work done, but upon the efficiency of the individual.

A student entering late will be allowed $3.50 discount from the regular charge for each week missed. The entrance and medical fees remain the same.

Students leaving school will receive no refund on entrance fee, medical fee or special fees. A refund of $3.50 a week will be made on general expenses for a minimum of a period of two weeks.

Statements will be issued every month of four weeks, and students are expected to meet each month's bill when due. Statements will show advance charges for one month, not including special fees, with the exception of the ninth month.

On September 15, and 16 students and baggage will be conveyed from Huntsville to Oakwood, and on May 24, 25, and 26 they will be taken to Huntsville, free of charge. But for special trips during the year, a charge will be made.

The school store, handling school books, stationery, toilet articles, and the like, is operated on a strictly cash basis where students are concerned.

The student is responsible for breakage and damages to property.

Working for Expenses

Students who are unable to pay the major part of their school expenses in cash should make definite arrangements with the management as to the amount of money that will be available and the amount of work that will be necessary to balance their accounts. No student should come without having made such arrangements. The demand for labor is so great that the School will be able to furnish work to only a limited number of such students.

SPECIAL FEES AND MISCELLANEOUS EXPENSES

Piano lessons	(one lesson per week)	$2.00
Piano rental	(one period per day)	1.00
Typewriting	(one period daily)	3.00
Typewriting rental for personal use per hour		.10
Hydrotherapy and Nursing	(per semester)	1.00
Agriculture	(per semester)	.50
Orchestra	(per year)	1.50
Chorus	(per year)	1.00
College Chemistry	(per semester)	3.00
College Biology	(per semester)	3.00
Physics	(per semester)	1.50

General Science	(per semester)	$1.50
Elementary Biology	(per semester)	1.50
Cooking	(per semester)	3.00
Sewing	(per semester)	2.00
Registration, library and lecture course		5.00
Infirmary fee		3.00
Diploma fee		2.00
Key deposit		1.00

Labor Credits

In case a student withdraws from school having a labor credit, such credit is not payable in cash but may be transferred only to relatives unless by special permission of the Executive Board. Such credits may be turned over to the Student Aid Fund at the school and the administration will give such credits to the students they think most worthy.

Tuition

The tuition for one-fourth of full work is two dollars per month in the academy and two dollars forty cents in the college. For any other number of subjects up to full work, full tuition will be charged. For each subject above full work an additional one-fourth of full tuition will be charged.

Tuition Rates for Outside Students

For students living in the community and not residing in the school homes, the rate of tuition a month is $6.00 for college students, and $5.00 for academic students. Students having mixed program of college and academic subjects will pay the regular rate of the group in which they take the major part of their work.

There will be an entrance fee of $2.00 for outside students in the seventh grade and above, and a medical fee of $1.00 which includes only one physical examination upon entrance.

Tuition for Grades One to Six

The tuition for grades 1 to 4 is $1.00 a month; for grades 5 and 6, $1.50 a month; for grades 7 and 8, $2.00 a month. These rates do not apply to matured students who are in the school home.

In families where three or more children attend the grade school, the first two in the highest grades will be charged full tuition and the third highest will be charged half tuition. If there are more than three from a family, the first three will be charged as above stated and the others will receive free tuition. This applies only to grades one to eight.

Visitors

The College is glad to welcome its visitors and will be pleased to furnish lodging free of charge. The Boarding Club will be glad to furnish board on the Cafeteria plan at the student rate.

Description of Studies

DEPARTMENT OF BIBLE

As a means to an education in its highest and noblest aspect, the Book of God stands without a rival. In whatever light viewed, this must be the conclusion of all candid minds.

The Word is to be the chief study in all our schools. "Heart and mind are to be trained to preserve their purity by receiving daily supplies from the fountain of eternal truth. The education gained from a study of God's word will enlarge the narrow confines of human scholarship, and present before the mind a far deeper knowledge to be obtained through a vital connection with God. It will bring every student who is a doer of the word into a broader field of thought, and secure to him a wealth of learning that is imperishable."—*"Counsels to Teachers," p.* 13.

"The Bible is the best book in the world for giving intellectual culture. Its study taxes the mind, strengthens the memory, and sharpens the intellect more than the study of all the subjects that human philosophy embraces. The great themes which it presents, the dignified simplicity with which these themes are handled, the light which is shed upon the great problems of life, bring strength and vigor to the understanding."—*"Gospel Workers," p.* 100.

Collegiate

Bible Survey

This course embraces (1) "The Ancestry of Our English Bible," tracing the way by which the messages contained in the original autographs have come down through many translations to their much-prized expression in the King James and the later English versions; (2) "The Canon of Holy Scriptures," dealing with the question which this title suggests: How and when was the scope and content of our modern Bible finally determined; (3) "A Survey of the Book," to discover the unity of the Scriptures, the organization of matter that constitutes this collection of parts one indivisible whole, and the covergence of the wide range of its varied literary parts into the message we all recognize as the everlasting gospel; also a survey study of each book in the divine library as to its content, organization, and analysis. *Six hours*

Advanced Doctrines

This is an advanced course in Christian doctrines designed especially for workers. Besides the fundamental doctrines of the Christian religion, a more critical study will be made of the leading points of doctrine held by Seventh-day Adventists. *Six hours*

Daniel and The Revelation

This course takes up a verse-by-verse study of the books of Daniel and The Revelation. They are studied in the light of their significance to us at the present time. *Six hours*

Homiletics I

This course will be introduced by "Ideals of the Ministry" and "Gospel Workers," by Mrs. E. G. White. Among other things the student will be expected to prepare six discourses, some for the ministerial seminar and some for delivery before the class.

Special Arrangements for Young Women

The foregoing textbook work, combined with class Bible readings and practical field work during the winter, makes this an ideal course for Bible workers. Eight Bible readings and seminar attendance required. *Six hours*

Academic

Old Testament History

The classes in Old Testament History are supposed to gain a clear and comprehensive knowledge of the chief events and biographies of the Old Testament in a chronological order, and to understand something of their relation to, and bearing on, the New Testament. *One unit*

Denominational History

Under this topic is taught the rise and progress of the great Second Advent Movement. The subject includes a brief history of the Seventh-day Adventist Church. *One-half unit*

The Spirit of Prophecy

Of all subjects taught in our schools this is one of the most important, and should receive a prominent place in daily studies. The student of this subject should make himself familiar with the teachings of the Scriptures in reference to the place of this gift in the church, and how the same has been confirmed to the remnant of God's people in these last days of earth's history. *One-half unit*

Early Church History

A study of the whole manifestation of God in Christ. Our Saviour's life, work, and teachings. "Desire of Ages" is read in connection with the class study. *One unit*

Bible Doctrines

A systematic study of the teachings of the Bible. The students are also drilled in their Bible studies so that they may present what they have learned to others. *One unit*

DEPARTMENT OF ENGLISH

Collegiate

College Rhetoric

Prerequisite: Three years of high-school English. This course will be devoted to a study of the organization of material and the modes of paragraph development, followed by special work in narration, exposition, and argumentation. Outside reading with reports will be required. *Six hours*

English Grammar Review

This is a non-credit course required of all Freshmen English students who are delinquent in a knowledge of fundamental grammar.

Survey of English Literature

A study of the types and masterpieces of English Literature and the historical background which produced them. This course provides an excellent base for the more intensive period courses in literature to be studied later. An evaluation is made of the great literary productions in the light of Christian ideals. *Six hours*

Journalism

Practical study in the newspaper and magazine field, varying from year to year as the interest and needs of the class may determine. The course is sufficiently flexible to afford help to individuals interested in modern tendencies in journalism, advertising history, magazine writing, directing high-school publications, etc. Credit is given according to the amount of work done in the course and on current college publications. A limited number of auditors may be admitted. College Rhetoric is a prerequisite. *Two hours*

Public Speaking

Textbook work is supplemented with actual experiences in the delivery of various forms of public addresses. Practice is given

in the vocal interpretation of literature, in research and in arrangement of material. *Two hours*

Academic

Composition

It is the aim of this course to give the student a training in the art of composition, both written and oral, that will prepare him for the more extensive work the following year. This course covers a review of the fundamentals of grammar, sentence structure, paragraphing, punctuation, and intensive study of selections from American literature. *One unit*

Rhetoric

In this subject thorough training in oral and written composition is given; a close study of carefully selected models is included. Two short themes are required each week. After they are criticized and corrected, the student must hand them in and they are kept until the course is completed. *One unit*

English and American Literature

This course is devoted to giving the student an idea of the facts and history of English literature, thereby providing him with the knowledge so essential to general culture and intelligence, and preparing him for a profitable reading and study of the masters of our language. It will be supplemented by carefully selected reading and literature work. American literature will be taken up, giving the student a knowledge of English literature in America. Selections in prose and poetry from American authors are studied intensively. *One unit*

DEPARTMENT OF HISTORY

Collegiate

European History Survey

A course covering the Christian era to the present. It is not intended to be a minute examination of the events of history, but rather an interpretation of those events in terms of the divine and human forces which are the causative agents. The formation and development of the early church, the rise of the papacy and its struggle with the Empire, the society and thought of the Middle Ages, the religious revolution, the political revolutionary period, modern imperialism and internationalism, these are the points of emphasis. *Six hours*

Survey of Ancient History

In these courses a study is made of the historical background of the Old Testament in the light of the results of recent research

and excavations in the valleys of the Nile, Euphrates, and Tigris rivers, which throw new light on historical hypotheses and confirm the Scriptural record. A careful study is also made of the history of Greece and Rome from the early beginnings of these kingdoms to the beginning of the Christian era. *Six hours*

American Constitution

This course covers the building, with English and colonial materials, of the basic principles of the American government, the framing and adoption of the Federal Constitution, and its later development by amendment and interpretation. Fundamental constitutional rights are examined against the background of Scripture. Second semester. *Two hours*

Academic

General History

One year's work is offered in General History. The history of the world is covered from the earliest dawn of history until the present time. The prophetic periods will receive careful attention. Original work in the library will be required of every student. *One unit*

American History

In this study the student will receive a clear idea of the place our country fills among the nations of the earth, and the leading features of its government. The part this nation is to play in the closing history of the world makes this study at once an interesting and a vital one. *Two-thirds unit*

American Government

In this course the development and operation of our government is carefully studied. The relation of the student to organized government and to society is given consideration. *One-third unit*

DEPARTMENT OF LANGUAGES

Collegiate

Spanish II

This course comprises Spanish grammar, reading of selected works of Spanish authors, Spanish prose compositions, with practice in speaking Spanish. *Six hours*

Spanish III

The aim of this course is to develop fluency as well as accuracy of pronunciation; to round out in greater detail the principles of

grammar gained in the elementary courses and thus to develop the power of reading easily and intelligently prose of increasing difficulty; to awaken an appreciation of the contemporary civilization of the foreign nation particularly in those aspects that most closely touch American life.

About one thousand pages of matter are read, including narrative portions of the Bible. *Six hours*

Greek I

A thorough study of the grammar of the Greek New Testament, with the reading of the three epistles and the Gospel of John or their equivalent. *Four hours each semester.—Eight hours*

Academic

Spanish I

Fundamentals of grammar, pronunciation, composition, and reading of easy Spanish prose constitute the work of the first year. *One unit*

Spanish II

Advanced syntax and reading of Spanish literature. Spanish prose compositions will be given. Selections for reading will be made from the Bible, from Spanish periodicals, and from Spanish authors. *One unit*

SCIENCE DEPARTMENT

Collegiate

General Biology

This course embraces a general survey of living matter. Type forms are studied in detail in the laboratory. Three hours attendance. Four hours laboratory. *Eight hours*

General Chemistry

An introduction to the science of chemistry, consisting of a systematic study of inorganic elements and their compounds. The importance of a knowledge of chemistry and its application to everyday life and industrial enterprises is emphasized through class demonstrations and laboratory periods. The student is given a short course in the method of qualitative analysis and a number of "unknowns" are submitted to him for analysis. A brief survey of the field of organic compounds is also taken. Three hours lectures and four hours laboratory each week. *Eight hours*

Academic

General Science

This is a survey of natural phenomena. It aims to give an idea of what science includes in its realm rather than an exhaustive treatment of any branch of the subject. *One unit*

Biology

The course in Biology is primarily a course in pure science and includes a study of the leading divisions in the animal and plant kingdoms. An intensive study is to be made of typical representatives, and a more general study of related forms, with a view to discovering the chief characteristics of each division. Extensive experimental and microscopic work is done in the laboratory. The adaptation of plants and animals to their surroundings is stressed throughout the course. *One unit*

Academic Physics

An elementary course in mechanics, sound, heat, light, electricity, and magnetism.

Prerequisites: Algebra and Geometry. (Geometry and Physics may be taken during the same school year.) *One unit*

DEPARTMENT OF MATHEMATICS

Collegiate

Plain Trigonometry

A quantitative study of plane figures with the somewhat laborious computations much simplified by a study of logarithms and their application to practical problems. *Three hours*

College Algebra

Prerequisite: Algebra I and plane geometry. In this course a brief review of some of the more difficult parts of the first year is given. In addition the following subjects are considered: quadratic equations, progressions, logarithms, ratio and proportion, binominal theorem, infinite series, determinants, theory of equations, and solution of higher equations. *Three hours*

Academic

Algebra

This includes literal arithmetic, simple equations, factoring, graphical representation, linear systems, square root, radicals, quadratic equations, ratio and proportion. The practical applications of algebra in solving useful problems is a valuable part of this course. The completion of eighth grade arithmetic is a prerequisite. *One unit*

Plane Geometry

Prerequisite, algebra. The topics studied in this course are rectilinear figures, the circle, proportion, similar polygons, areas,

and regular polygons. Geometry serves to give to the student an insight into deductive reasoning, helps him to know what it means to prove a statement, and cultivates in him habits of independent investigation. Each student is required to solve at least four hundred original problems during the course. *One unit*

EDUCATION AND TEACHER TRAINING DEPARTMENT

College Normal Course

Any one finishing this course as outlined, will be granted the Advanced Normal diploma, and upon recommendation of the Normal Director, will receive from the Union Conference a professional certificate good for five years following its issuance. Graduates holding these diplomas and certificates may, after three years of successful teaching, on recommendation of the Union Conference Secretary in whose territory the teaching has been performed, receive a teacher's life certificate from the General Conference Department of Education signed by the Secretary of the Department and sealed with a special Department seal, in harmony with the action of the Department.

The need of better trained teachers for our elementary schools and academies and the calls for efficient teachers in the mission fields emphasize the necessity of giving a normal training course in our schools.

"To the teacher is committed a most important work—a work upon which he should not enter without careful and thorough preparation." The curriculum for normal training offers two years of College Normal.

Proficiency in the art of teaching is dependent upon a thorough mastery of subject matter, a clear conception of methods, devices for imparting knowledge, and an intelligent study of them in practical operation.

Philosophy of Education

In this course a careful study is made of the principles of education as outlined in the books "Education," "Counsels to Teachers," and "Fundamentals." *Three hours*

Education II

This is a combination course consisting of an Introduction to Education, The Teaching Process, and School Management. This course is of the new type intended to view the subject from present-day conditions. *Three hours*

Educational Psychology

Some of the topics studied in this course are heredity and environment, memory and intelligence, and their relationship to learning. In addition to a basal text, supplementary reading will be required. *Three hours*

Methods I

The teaching of all subjects of the first six grades with the exception of art. (See Arts below.) *Six hours*

Methods II

The teaching of all subjects of grades seven and eight with the exception of arts. (See Arts below.) *Six hours*

Teachers' Conference

This course is required of all who take Directed Teaching. Study is given to the various problems which may arise in teaching procedure. *No credit*

Observation and Teaching I

Actual supervised observation of the regular teachers in the first six grades followed by practice teaching in the training school rooms. *Three hours*

Observation and Teaching II

This is a continuation of Course I except that grades seven and eight are dealt with. *Five hours*

Manual Arts I

A course aiming to prepare the teacher to direct art activities of the schoolroom, such as clay modeling, poster making, lettering, crayola, pencil and water color work, and blackboard drawing. *Two hours*

Manual Arts II

A continuation of arts as applied to grades seven and eight. In addition, sewing and cooking are included.

Bible

See Bible Department (Collegiate).

Rhetoric

See English Department (Collegiate).

History

See History Department (Collegiate).

Biology

See Science Department (Collegiate).

The Teaching of Agriculture and Gardening

No line of manual training is of more value than agriculture. A greater effort should be made to create and encourage an interest in agricultural pursuits. It is the object of this course to awaken an interest in gardening and agriculture that will be of practical and cultural value.

The importance and practicability of school gardening are presented in this course. The making of a small garden is required of each member of the class. *One hour*

Reviews in Fundamental Subjects

This course is required of all prospective teachers who fail by examination to show proficiency in the subjects taught in the elementary grades. It is also open to mature students pursuing other courses but who desire to strengthen their foundation work in any or all of these subjects.

Subjects: Arithmetic, Grammar, Geography, Physiology, U. S. History, Bible. *No credit*

DEPARTMENT OF VOCATIONAL TRAINING

Vocational Training

Educational institutions everywhere are coming to realize that a knowledge of books alone is not sufficient, and are placing in their courses of study vocational training subjects, which will fit the student for some practical place in life. The educational department has arranged for such subjects in both Academic and Junior College departments. These subjects will be required for graduation. The custom of granting certificates is now discontinued as all students will receive institutional credits for all studies pursued in these lines. These vocational training studies will consist of both theory and practice.

For the help of both the institution and the students, the School maintains and operates a line of industries. More than two hundred acres of our land is cultivated in farm and garden, providing for school consumption such things as can be grown in our latitude and furnishing employment for students who desire to work part of their way through school. The School also operates its own blacksmith shop, printing office, saw mill, cannery, apiary, dairy, laundry, and sanitarium. The work in these departments is carried on in an educational way.

Agriculture

The work of these grades is more intensive than that done in the ninth grade. It is intended to give to those who elect these courses a practical knowledge of the leading phases of agriculture.

Agriculture I

The first quarter will be given to the study of leading field crops, the second quarter to animal husbandry, and the third quarter to principles of plant growth or agricultural botany.

One unit

Agriculture II

The subject matter of this course includes poultry husbandry, dairying, and horticulture, each one quarter. In addition to the study of the various texts, laboratory work of a practical as well as a technical nature will be given on which the student must take notes. *One unit*

Home Economics I

In this subject we cover a different phase of home life each quarter, the first quarter being given over to home management, the second quarter to cooking, and the third quarter to sewing.

One unit

Woodwork

Prerequisite, elementary woodwork. This course is to be somewhat of a combination of the principles and practices of both cabinet and carpentry work. It is designed to give the student a practical working knowledge of jobs with which he will meet in his everyday life. This course will continue three quarters, meeting four times a week, two-hour periods. *One unit*

Carpentry and Building

This course will include saw milling, building, carpentry, and repair work. Those desiring this course will be expected to furnish most of their tools. *One unit*

Cabinet work

Since it has been our policy as far as possible to provide the necessities in our school rooms and also part of the dormitory furniture, we are offering a course in cabinet work. We have been successful in securing the services of a practical cabinetmaker.

One unit

Printing

This course offers a general survey of the field of typography, with a practical study of plain type-setting, job composition, imposition, presswork, and care of machinery. This study, supplemented with practice work in our printshop, is designed to

make one a practical, all-round printer. Prerequisites for this subject are: a fair knowledge of English grammar and composition, studiousness, and mechanical ability. *One unit*

Typewriting I

The Underwood typewriter is the machine used. "Gregg's Rational Typewriting, Revised Edition," is the text used, from which assigned lessons will be prepared and handed in for correction. Speed tests will be given from standard tests, together with drill in addressing envelopes, making of carbon copies, writing simple business letters, and care of the machine.

A speed of thirty net words a minute for fifteen consecutive minutes must be attained for one-half unit of credit.

A speed of forty net words a minute for fifteen consecutive minutes is required for one unit of credit.

Typewriting II

Advenced drill work is required in this course, with Typewriting I as a prerequisite, together with additional letter-writing practice and efficiency methods.

A speed of sixty net words a minute for fifteen consecutive minutes is required.

DEPARTMENT OF MUSIC

Music, one of God's greatest and most powerful gifts to man speaks through birds, insects, the crash of waters, the sighing winds and is even heard amid the confusion of noisy cities by the ever-listening soul. It has been a universal language from ancient times understood and appreciated by all. It has been developed to such an extent that every important event of life has its own expression or its own setting in appropriate music.

Pianoforte

The piano, a fundamental instrument, offers to the student a broad field of study. The elementary work given in this course consists of special finger exercises, scale formation, rudiments of music and easy pieces. For intermediate work, technical exercises, scales, arpeggios selections from Duvernoy, Czerny, Bertini, and others, as well as pieces of moderate difficulty suited to the needs of the pupil are given.

Those who are working to complete our piano course will be given special technical exercises, octave studies, studies from Moscheles, Czerny, preludes, and fugues by Bach, Beethoven sonatas, selections from Chopin, Schumann, Schubert, Liszt, Henselt, Raff, modern composers and others. Those who are working toward graduation from this course will give special attention to memorizing and ensemble playing. A graduation recital is required. Others who study the piano will be given opportunity

for public appearance as soon as they become sufficiently advanced, but a completion of the course requires several years in most cases. Practice periods are assigned and regular lessons are given.

Voice

In this course the leading features of technical drill are correct use of the breath, intonation, attack, legato, accent, phrasing, and enunciation. A musicianly style of singing with a thorough appreciation of the best works of the masters will be cultivated. Exercises and studies together with songs from well-known song writers will be used. Voice trial auditions are granted without charge.

Violin

Technical material used in this course is devised by violinists and instructors of established reputation and authority.

Compositions that will increase one's appreciation for good violin literature are used. Advanced studies will also be given.

Choir—Chorus

This organization enjoys favorable comment from all who have heard it. Special attention is given to Negro Spirituals, in their original and classical forms, and standard A Capella works. Regular rehearsals are conducted and several public appearances are made during the year.

Orchestra

Those who are affiliated with this organization are developing skill and the orchestra is improving each year. Standard music within the scope of the player's ability is used. The organization meets regularly for rehearsals and appears in public during the year.

Courses in Music Theory

Harmony

During the first year, attention is given to simple triads and their inversions, rules of part writing, cadences, the dominant seventh chord, its inversions and resolutions, and exercises in figured bass. Two semesters. *Four hours*

Advanced work in harmony is also offered.

History of Music

This course is complete, being supplemented and illustrated by references to ancient as well as modern works and biographies of all the great composers. It is a very profitable course for lovers of music. Two semesters. *Four hours*

Harmonic Analysis

A study of the harmonic material used in various compositions, and accounting for every tone, both harmonic and non-harmonic. Second semester *Two hours*

Form and Analysis

Figure, motive, phrase, period; two- and three-part song forms; theoretical analysis of chorals, choruses, motets, oratorios, sonatas, and cantatas. First semester. *Two hours*

HEALTH DEPARTMENT

Health Education

A study of the principles governing community and personal health and how the principles may be applied to daily living. *Two hours*

Survey of Nursing Education

A course designed to introduce students to correct methods of study; basic principles of general nursing emphasizing denominational principles of nursing also the fundamentals of nursing ethics. *Two hours*

Physiology

This course comprises a careful study of the normal functions of the body. It embraces the topics of muscles, nervous system, circulation, respiration, digestion, exrcetion, foods, nutrition, personal hygiene, and the laws of health. The class work is supplemented by laboratory experiements. *One-half unit*

Hygiene and Sanitation

Every worker who trains for public service should have a practical knowledge of these fundamentals. The increasing prevalence of sickness and disease makes it essential that all be familiar with the principles that underlie these important subjects. *One-half unit*

Home Nursing and Simple Treatments

Every young person should have some knowledge of the methods used in caring for the sick and of the first-aid treatments, required in common emergencies. This course includes, beside simple hydrotherapy procedure and care of helpless patients, care of contagious diseases, and instruction in recognition of symptoms of common diseases and their treatment. We are especially fortunate in having the treatment rooms of the Sanitarium for our laboratory work in this class. *One unit*

The Campus Looking North

Classification

The school year consists of thirty-six weeks, being divided into periods of six weeks. The class periods are one hour in length. Tests are given at the close of each period. At the close of each semester, examination papers are filed for reference. Semester grades are entered in the books as permanent records, and grades are passed to the students.

When matriculating, each student will be expected to arrange a personal daily program accounting for all his waking hours. A copy of this must be filed with the President.

All students should plan to be at Oakwood at the opening of school, as late registration and examinations will call for extra fees. Those registering late will be permitted to take work in proportion to the part of the school year that remains. Arrangement for special examinations must be made with the classification committee, who will require a receipt from the treasurer.

Students not able to pass the entrance examinations for the ninth grade will be classified in the grammar department.

Classes will be formed only when there is sufficient number to warrant.

Four and one-half units constitute full work in the Academy, and thirty-two hours in the College. No student will be allowed to take more except by permission of the faculty, request and reason having been expressed in writing.

Each student is required to take one of the following drills each year: Spelling, reading, sight singing, penmanship. Examinations in each will be required at the close of the academic course to ascertain whether the work has been completed in all these arts.

No conditional or incomplete grade will go on permanent record. If a student fails to pass in one of his classes, he has one period from the close of the class to make up his "condition" or "incomplete" grade.

Students having an incomplete or condition in any subject will not receive a grade above "C" when the work is made up and the incomplete or condition removed.

Graduation Requirements

For graduation from the Academic Course, 16 units are required in addition to the completion of the work in the Pre-academic Department; from Junior College, 64 semester hours. In the Academic Course, one study four times a week for one year constitutes a unit of work. This is on the basis that each period of recitation continues for one hour. It is also understood that one and one-fourth hours of preparation must precede recitation. In the Junior College one course meeting one hour a week for 18 weeks constitutes a semester hour.

Those expecting to graduate from any course should see the Committee on Graduation early in the year and check up their work. No individual should expect to graduate from any course without at least one year's residence work.

Diplomas will be granted those completing Junior College and Academic courses. Others will receive certificates.

The extension work of the Oakwood Junior College is done by the Home Study Institute of Takoma Park, Washington, D. C. For any courses our students may take in that school during the summer vacation or at any other times, full credit will be given by our registration committee.

For graduation the general average must not be less than eighty-five per cent nor below seventy-five per cent in any separate topic for any single examination. A percentage of eighty-five is required in reading, penmanship, spelling, and sight singing, but these drills do not entitle a student to academic credit.

It is necessary also for graduation to have at least as many quality points as units or semester hours required in the course being completed. These quality points are given as follows: a grade of "A," 3 quality points; a grade of "B," 2 quality points; a grade of "C," 1 quality point; a grade of "D," no quality points.

Courses of Study

JUNIOR THEOLOGICAL

Thirteenth Year

	Sem. Hrs.
Advanced Bible Doctrines or Bible Survey	4-6
European History	6
College Rhetoric	6
Science, Chemistry, *or* Biology	8
Philosophy of Education	3
Electives	5
Total	32

Fourteenth Year

Daniel and The Revelation	6
English Survey *or* Public Speaking and Journalism	6
Rome and Middle Ages *or* New Testament Greek	6
Music Directing	2
Electives	12
Total	32

Electives:

Carpentry, Cabinetmaking	6
Nursing	4
Field Work and Seminar	4
Homiletics	6
Educational Psychology	3

JUNIOR COLLEGIATE

Thirteenth Year

	Sem. Hrs.
Advanced Bible Doctrines *or* Bible Survey	4-6
European History Survey	6
College Rhetoric	6
Science, Chemistry, *or* Biology	8
Philosophy of Education	3
History of Education	3
Elective	2
Total	32

Fourteenth Year

	Sem. Hrs.
Daniel and The Revelation	6
Rome and Middle Ages	6

English Survey *or* Public Speaking and Journalism	6
Electives	14
Total	32

Fourteenth Year

Electives:	*Sem. Hrs.*
Music Directing	2
Educational Psychology	3
Child Psychology	3
Carpentry and Cabinetmaking	6
Nursing	4
Health Education	2

COLLEGE NORMAL

Thirteenth Year

	Sem. Hrs.
Daniel and The Revelation	6
Freshman Rhetoric	6
Science	8
Teaching I	3
Observation	2
Methods I	4
Arts I	2
School Music	2
Total	33

Fourteenth Year

	Sem. Hrs.
History	6
Education I—Philosophy	3
Educational Psychology	3
Observation II	2
Methods II	4
Teaching II	3
Arts II	2
Electives	6
Schoolroom Management	3
Total	31

Electives:	
Nursing	4
Child Psychology	3
School Music	2

JUNIOR COLLEGE MUSIC COURSE

First Year

	No. Semesters	*Sem. Hrs.*
Harmony I	2	4
Conducting	1	2
History of Music	2	4
Applied Music	2	2
College Rhetoric	2	6
Modern Language	2	6
Orchestra	2	2
Education	2	6
Total		32

Second Year

Harmony II	2	4
Applied Music	2	2
Bible	2	6
Choir or Chorus	2	2
Modern Language	2	6
College History	2	6
Form and Analysis	1	2
Harmonic Analysis	1	2
Elective		2
Total		32

ACADEMIC COURSE

Ninth Year

Weeks		*Units*
36	History of New Testament	1
36	Algebra	1
36	English I	1
36	Science I	1

Tenth Year

Weeks		*Units*
36	History of Old Testament	1
36	English II	1
36	World History	1
36	Vocational	1

Eleventh Year

Weeks		*Units*
36	Denominational History and Spirit of Prophecy	1
36	English III	1
36	Spanish I	1
36	Geometry	1

Twelfth Year

Weeks		*Units*
36	Doctrines of the Bible	1
36	Spanish II	1
36	American History and Government	1
36	Electives	1

Vocationals:

Agriculture, Typewriting, Economics, Carpentry, Printing, Shorthand

Electives:

Nursing, Hydrotherapy, Physics, Biology

Graduates

JUNIOR COLLEGE, 1924-1935

Class of 1924

Christian, Ivan
Edwards, Otis B.
Wilson, Pallas Buckley

Class of 1925

Cade, Bertha
Edwards, Roberta Claiborne
Jenkins, Viola Rivers-
Hearon, Bertha Floyd-
Louden, Mrs. Adele
Murphy, Myrtle Gates-
Palmer, H. T. Mitchell

Class of 1926

Dillet, Eric S.
Fisher, James N.
Follette, Alyce Frazier-
Mosley, Calvin
Saunders, Grace
Williams, Alyce Dickson-

Class of 1927

Bass, Corine
Caldwell, Margaret
Jarreau, Pearl Walker-
Trotter, Otis
Williams, Sadie B.

Class of 1928

Edwards, Charles
Jarreau, Emile
Kibble, Harvey
Kibble, Thelma Winston-
Frazier, Celestine E. Reid-
Singleton, Harold
Varnado, Ethel
Wood, Charles R.

Class of 1929

Irons, Lionel O.
Lockhart, Lu Vada
Young, Edyth Crawford-

Class of 1930

Brown, Inez
Claiborne, Alma
Hall, Obadiah B.
Henry, Vernon
Hunter, Francis
Lonza, Alberta
Pernelle, Lelia
Scott, Reba

Class of 1931

Fletcher, Lawrence E.
Frazier, Thorington T.
Heyward, Lucille I.

Class of 1932

Johnson, Bernice

Class of 1933

Brantley, Stewart
Follette, Lysle S.
Hall, Viola Hamilton-
Hastings, Lawrence
Huddleston, Stanley
Mills, William G.
Murray, Catherine
Reid, Ruth A.
Roberts, Susie B.
Thompson, A. Gaynes

Class of 1934

Blake, Alice
Blanchard, Michael
Blanchard, Michael
Booker, Hylda
Crichlow, Louise
Fordham, Walter
Miller, Fred D., Jr.
Murphy, Herman R.
Simpson, Myra
Slater, Frederick B.
Street, Mrs. Evelyn
Whitely, Violet
Winston, Evelyn A.
Williams, J. H.
Wright, Georgie Mae

Class of 1935

Bradford, Vera
Bruner, Thelma K.
Frazier, Ellen G.
Frazier Hurley
Gray, Christopher, C.
Harris, Georgia R.
Jones, Vera C.
Phillips, Helen, P.
Stafford, Marian E.

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APPLICATION TO ENTER

OAKWOOD JUNIOR COLLEGE

(*This blank should be filled out in ink, in the applicant's handwriting*)

YOUR PICTURE

(First Name) (Middle Name) (Last Name)

Home Address.....
(Street or R. F. D.) (City) (State)

Date of Application.....193..... Telephone No.....

SCHOOLS ATTENDED

Name of School	Grades Completed

When do you desire to enter Oakwood Junior College?.....

How long do you plan to remain?.....

Have you read the College catalog, including financial and general regulations?.....

Will you obey the rules of the College?.....

What do you expect to make your life work?.....

Of what church are you a member?.....

Of what denomination are your parents members? Father.....

Mother.....

Date of birth.....Weight.....Height.....

Married or Single..... Race.....

State physical condition regarding:

What is the condition of your general health?.....

Eyes.....

Teeth.....

(*If glasses are necessary, have eyes fitted before entering.*)
(*Have needed dental work done before entering school.*)

(over)

How do you plan to meet your school expenses?.....

If you must work part of your way, how much?.....

How much cash do you expect to pay a month?.....

Of what trades or craft have you a working knowledge?.....

Do you have an unpaid account in any other school?.....

If so, what school?.....How much is the account? $.....

Have you ever been dismissed from school?.....

Name of parent or guardian; state relationship.....

Address of same.....

GIVE THREE REFERENCES

Conference Official:..... Address.....

Church Elder:..... Address.....

Lay Member:..... Address.....

Physician's Certificate.

This is to certify that I have examined.....

on.....193..... and find h.....free from disease, social included.

Signed.....M.D.

NOTICE TO APPLICANTS AND PARENTS OR LEGAL GUARDIANS:

The College is glad to give as much work as possible to dormitory students who are faithful, trustworthy, willing, and efficient. The proceeds from such labor is applied to the credit of the students on the College books, and is available for tuition, board, dormitory, and other direct school expense. Work given to students is not paid for in cash, nor can it be drawn on for items other than these mentioned. Such labor credits remaining unused for two years after the student discontinues school shall revert to the College. Arrangements for labor above ten hours per week should be made in advance.

Statement by guardian: I have read the answers to the above questions, and I find them correct. I also agree to the conditions herein stated.

(Signed) .....

(Parent or Guardian)

OAKWOOD COLLEGE ARCHIVES
DATE: _____

OAKWOOD COLLEGE ARCHIVES
DATE: _____